

DEPARTMENT OF TRANSPORTATION
Bureau of Maintenance & Operations
Direct Hire
JOB OPPORTUNITY

REGION: Mid Coast Region
LOCATION: Augusta – (State Aid)
CREW: 71284
POSITION # 02590-0117

DATE POSTED: February 2, 2016
DATE CLOSED: February 16, 2016
BULLETIN NO.: MC-02-16
POSITION TYPE: Permanent Full-Time

JOB CLASSIFICATION: Transportation Crew Leader (9908)

SALARY RANGE: (17-16) - \$15.07 to \$19.90 per hour

Value of State-paid Health & Dental Insurance

\$370.98 bi-weekly: Greater than \$30,000.00 or equal to \$79,999.00 – 10% Employee Contribution of Premium

Value of State's share of employee's retirement: 15.3 % of pay

JOB DESCRIPTION: This is supervisory work that supports a maintenance/construction project/program for the Department of Transportation. Directs the work of transportation crews engaged in maintenance/construction work. May operate heavy motorized equipment. Work is performed under limited supervision.

In the summer this position will manage Light Capital Paving support services such as signing and flagging. The position may be responsible to support crews as needed during the summer and may inspect contracted work. The position will be assigned to a crew for winter operations such as snow and ice control.

KNOWLEDGES, SKILLS, AND ABILITIES REQUIRED, INCLUDE BUT ARE NOT LIMITED TO:

(Applicants will be screened for possession of these through written, oral, performance, and/or other evaluations).

- Ability to anticipate additional work when prescribed work is finished.
- Ability to complete reports/payrolls/forms.
- Ability to select, train, evaluate, motivate and supervise employees.
- Ability to have and maintain a Class A State of Maine vehicle license.
- Ability to use computer and to possess keyboarding skills to fulfill computer reporting needs such as, but not limited to AIMS and MATS.
- Ability to communicate effectively.
- Ability to recognize potential vehicle and equipment breakdown/failures in a timely manner. (Advanced trouble shooting).
- Ability to work as a team member and, with the Transportation Crew Supervisors, to effectively supervise a Transportation Crew.
- Ability to operate all equipment and responsibilities listed on lower class descriptions.

MINIMUM QUALIFICATIONS: (Entry level knowledge, skills, and/or abilities may be acquired through, **BUT ARE NOT LIMITED TO** the following coursework/training and/or experience):

- Two year combination of training, experience, and education in highway, bridge, equipment repair and maintenance and/or construction including at least one year of lead worker experience.
- Must possess the Knowledge, Skills, and Abilities as noted above and have a high school diploma or equivalent.
- Required to work at a higher class as necessary and in accordance with required licenses and/or certifications.

LICENSING/REGISTRATION/CERTIFICATION REQUIREMENTS: *(These must be met by all employees prior to attaining permanent status in this class).*

- Valid Class A motor vehicle license as issued by the State of Maine
- Completion of the 30 hour OSHA Safety course in construction (20 CFR Part 1926).

APPLICATION PROCESS: Qualified candidates must forward as completed **Direct Hire Application, Transportation Crew Leader Supplemental, Cover Letter, and Resume** IN A SEALED ENVELOPE to: Maine Department of Transportation, Attn: Melissa Labbe, Human Resources Specialist, 66 Industrial Drive, Augusta, Maine 04333-0098. Tel: 624-8201, no later than 4:30 p.m. on the closing date listed above. The Direct Hire Application, Transportation Crew Supplemental Form, and additional information concerning this posting can be found at <http://www.maine.gov/mdot/jobs/index.htm>.

PLEASE LIST BULLETIN NUMBER ON THE DIRECT HIRE APPLICATION

MDOT is an equal opportunity/affirmative action employer